

**ACES**  
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## The Army Food Management Information System - AFMIS -

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### Equipment Replacement Process

“How to make the system work for you.”


#### Lesson One




Automation



Budgeting



Time Management



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## Equipment Replacement Process

### Step One: - Beginning The Process

- DA Form 3988-R and pertinent information.
  - ✓ LIN, NSN, Nomenclature, etc...
- Supply and PBO Coordination.
  - ✓ Line Item Numbers - LIN
- Installation Food Advisor Coordination.
  - ✓ As much information as possible
- Minimum requirements to build CTA 50-909.
  - ✓ LIN and Nomenclature

IFA builds CTA 50-909 – Dining Facility CAN enter in Equipment Replacement Records.

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## Equipment Replacement Process

### Step Two: - Access to Equipment Records

- With a LIN, can begin process.
 
- Verify Dining Facility Building Numbers.
  - ✓ Must be assigned
- Files are Saved by Building Number.
  - ✓ No building number – records are saved to a blank file

Check Equipment Record Access first when a Dining Facility cannot “find” records they entered.

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**Installation Food Advisor**

## Equipment Replacement Process

### Equipment Access

Equipment Record Number: 0000000000  
 Enter Building numbers (see 40-Line Dining Facilities):  
 NAME: 10 Nov 96 EQUIPMENT RECORD NUMBER: 0000000000

OPTION CODE	DINING MENU SELECTIONS LISTING
1	UPDATE ACCESS TO EQUIPMENT RECORDS
2	PRINT ON-LINE TENANT REPORT
3	RETURN TO EQUIPMENT REPLACEMENT FILE
4	RE-PROGRAMMING
5	GO TO FROM THE PROGRAMMING

SELECT NUMBER PRECEDES BY ENTERING APPROPRIATE DINING MENU OPTION CODE:

- To print a list of Dining Facilities with their associated Building Numbers, Select Print On-Line Tenant Report.
- To Update these records or to verify Access, Select Update Access to Equipment Records.

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**Installation Food Advisor**

## Equipment Replacement Process

### Update Equipment Access

NAME: 10 Nov 96 AID: 146

DINING FACILITY NAME	ACTIVITY CODE	BUILDING NUMBER	USED	NEW
1011000	111100	111100		
1011000	111100	111100		
1011000	111100	111100		
1011000	111100	111100		
1011000	111100	111100		
1011000	111100	111100		
1011000	111100	111100		
1011000	111100	111100		
1011000	111100	111100		
1011000	111100	111100		

PF - BACK TO PREVIOUS PF - BACK TO MAIN MENU

- The Dining Facility Name and Activity Code are assigned by the SA.
- Ensure Dining Facilities have a Building Number Assigned.

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**Installation Food Advisor**

## Equipment Replacement Process

### Step Three: - Building Authorizations

- Must have a LIN and Name.
- Build upon CTA 50-909.
  - ✓ Add to older manual on system
- Build for Electrical and Other Equipment.
  - ✓ Accountable Equipment - Budget
- System will accept your entries.
  - ✓ Will accept any number or combination of numbers and letters

Ensure Audit Trails are Maintained. Once "Built", Dining Facilities can enter in their Equipment Records.

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